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BELLEVUE AND ALLIED
HOSPITALS

Bellevue Training
School for Nurses



CIRCULAR OF INFORMATION
1920

BELLEVUE HOSPITAL

Bellevue Training School
for Nurses



NURSES' RESIDENCE, 440 EAST 26TH STREET



NURSES' RESIDENCE, 440 EAST 26TH STREET

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School for Men Attendants

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JESSICA VIENT, R. N.

Pavilions L and M and I and K

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Assistant Instructor

ANNIE GRASS, R. N.

Instructor in Dietetics

ALICE DEALY

In Charge of Nurses' Residence

KATHERINE C. DE LONG, R. N.†

Social Service Department

MARY E. WADLEY, R. N.

Operating Room Technique

ELIZABETH GRAY, R. N.

Physician to School

ROBERT J. CARLISLE, M. D.

*Pa. †Maryland.

BELLEVUE TRAINING SCHOOL FOR NURSES

History

The School of Nursing in connection with Bellevue Hospital opened for the reception of pupils in May, 1873. It was established as a separate organization under the direction of a Board of Women Managers.

In order that the School should be properly established, the Board sought the advice of Florence Nightingale, who outlined the plan of organization and instruction.

Miss Nightingale maintained that the essential point to observe as a means of placing the School upon a sound educational basis and secure the best results in the nursing care of the patients, was to put at the head of the School a highly trained nurse. This was considered to be at that time a very radical departure, nevertheless, the Board of Managers acted upon the suggestion and secured, as the first Superintendent of the School, Miss Helen Bowdin, Sister Helen, of All Saints Sisterhood, and a graduate of the University College Hospital Training School for Nurses, London, England. She was a woman of marked executive ability and high ideals and succeeded during the three years of her administration, in placing the School upon the high educational plane from which it has never departed. Many changes have taken place since; one of the most important being the change in organization, due to the separation of Bellevue Hospital from the Department of Charities, and its extension to include Harlem, Fordham and Gouverneur Hospitals, under a Board of Trustees, the School at that time (1906) became an integral part of the Hospital, the Board of Managers entering into a contract with the City, whereby they were retained to direct its affairs.

Facilities for Teaching

Bellevue Hospital, which has been used for hospital purposes for over a hundred years, offers exceptional opportunities for the study and practice of nursing principles.

Bellevue is a large general Hospital for the reception and treatment of acute diseases. (It is not an Almshouse, as is so frequently stated.) It contains about 1,700 beds with a daily average of 1,450 patients. A large outpatient Department treats over 500 patients daily.

The pupils receive their practical experience in the Medical, Surgical, Gynecological, Obstetrical and Children's Wards. These, with their many sub-divisions—Ear, Nose, Throat, Eye, Neurological, the Operating Rooms, Psychopathic Department, Dispensary, Diet Kitchen and Social Service Department—offer an unusual opportunity for a thorough and varied experience.

The Wards are directed by graduate head nurses, these, together with the Supervisory Staff, give the required bedside instruction and supervision.

Nursing Staff

The Nursing Staff consists of 212 graduate nurses and 350 student nurses.

Since the organization of the School 1,202 women have graduated, many of whom have filled conspicuous places in nursing activities.

Nurses' Residence

The graduates and pupils live in a separate building opposite the Hospital grounds, at 440 East 26th street. Located on the banks of the East River, it has the advantages of space and air and sunshine; all important factors in the maintenance of health. Together with the new annex there are accommodations for 400 nurses, nearly all rooms being single. A large recreation room with piano, libraries, sitting rooms and parlor for the reception of friends, a roof garden, well supplied with hammocks and chairs, and a lawn with tennis court, give ample opportunity for rest and recreation. Accommodations on the roof for sleeping in the open air are also provided.

The separate kitchen and dining room, located in this building, is a particularly desirable feature, and no pains are spared to give the nurses well selected and well prepared food.

The Home is under the direction of a graduate nurse specially prepared and chosen for her fitness to preside over such a large family.

Graduate nurses are on duty both day and night to look after the welfare and health of the nurses who live in the Home.

The well-equipped classrooms, lecture halls, demonstration rooms, food and chemical laboratories and reference and fiction libraries, are all in the Residence. Every effort is made by the School Authorities, not only to provide proper classrooms and apparatus, but to secure well trained teachers and lecturers. It is the purpose of the School to provide the best nursing education under proper conditions, in order to prepare its graduates for the many fields of work awaiting them. The nurse is more and more being recognized as an important factor in adjusting the varied and complex social and economic problems of the age. The opportunities for her have broadened from the rather restricted ones of private and institutional work until the School, the Factory, the Army and Navy, the Red Cross and the Milk Station need her services. Social Service, Tenement House Inspection, District Nursing and as organizers of hospital and training schools, these, as well as many other forms offer a field for her interest and special qualifications.

Requirements for Admission

Candidates wishing to obtain the course of instruction must apply personally or by letter to the *General Superintendent of Training Schools, Bellevue Hospital, New York City*, who will furnish a blank form of application. This blank when returned with the required letters—from a clergyman, testifying to good moral character; a physician, to sound and unimpaired health and recent vaccination; a dentist, stating that the teeth are in good order—constitutes a formal application.

Education

During the past ten years, registration laws for nurses have been enacted in nearly all the States of the Union. The New York State law requires that all nurse candidates for State Board examination and licensure must be graduated from a School of Nursing registered under the State Department of Education. As the Bellevue School is registered under this Department, it must adhere to the law which fixes the minimum educational requirement for entrance to a registered school, at *not less than one year of high school training*, or the equivalent. Applicants should be exceedingly careful to give accurate and definite information concerning preliminary education. Each application is investigated and passed upon by the Department of Education, who will accept no one with less than one year of high school or the equivalent.

As the work of nursing requires a well-trained mind, with sound fundamental education, the preference is given to the graduate from high school, normal school and college; all other qualifications being equal.

Age and Fitness

The preferred age is from 21 to 35 years. Average height, weight and good physique is essential. Impaired health or faculties debar an applicant from acceptance. The School employs a physician to attend the pupils when ill; he also decides upon their physical fitness for the work. A well-equipped Infirmary with graduate nurses in constant attendance is maintained in the Nurses' Residence.

Candidates should remember that they come on trial and their acceptance as pupils, at the conclusion of the probationary period, depends upon their fitness for the work, regardless of the peculiar circumstances of any particular case. As the result of the trial is uncertain, applicants should consider it carefully, so that undue disappointment should not follow a rejection.

Probationary Period

Candidates, if admitted, serve a probationary period of three months, during which they pursue the preliminary course, as outlined. This term forms part of the general course.

Three groups admitted yearly: March 1st, Sept. 1st and Dec. 1st.

The qualifications of pupils for the work and the propriety of retaining or dismissing them at the termination of this period, are determined by the General Superintendent of the School. She may suspend a pupil or dismiss her at any time during the course, with the approval of the Training School Committee, for misconduct, insubordination, neglect of duty or inefficiency.

When called, the candidates are expected to report promptly on the day specified and to bring with them the means of returning to their homes, should they not remain.

Length of Course

Nine months credit in time is allowed for college graduates who hold Bachelor of Science Degree and six months for other college degree.

The length of the course is two years and nine months, including the preliminary course of three months.

When a pupil completes her probationary period and becomes a member of the School, she is expected to remain for the full course. Absences are not allowed, except for extreme cause; these will be considered upon their individual merits. Interruption and loss of class work and instruction through enforced illness or absence or for any other reason must be left to the judgment of the School Authorities for adjustment.

The pupils are cared for gratuitously when ill, but all time lost through this cause or for any other reason must be made up.

Additional Requirements

When a candidate is accepted, full information is forwarded concerning probationary uniform, aprons and other clothing, the approximate cost of which should not exceed \$30.00.

Expense

Candidates will be required to bring with them at least \$15 to provide the necessary text books. They receive board, lodging and laundry from the date of entrance, and, if accepted at the completion of the preliminary course, an allowance of ~~\$10~~ ^{\$20} a month is granted for the purchase of necessary uniforms and text books and other incidental expenses; this is not intended as salary, the education received is considered a full equivalent for services rendered. Other expenses depend upon the individual tastes and habits of the pupil.

Hours of Duty

Pupils are on duty from two to three hours daily during the preliminary course in the wards or other departments of the Hospital.

After acceptance, the hours for duty for the day staff are from 7 A. M. to 7 P. M., with two hours off duty each day. One "half day" during the week and a "half day" on Sundays is also allowed. The night staff is on duty from 7 P. M. to 7 A. M. These hours are subject to change as Hospital necessities arise.

We have shortened the hours to eight daily on the Gynecological, Obstetrical, Children's Medical and Surgical and Women's Surgical Wards.

Recreation

When not on duty or in the class room, the time of the pupil is at her own disposal, subject to the rules of the School and Hospital.

The School employs a Social Director who assists with the recreational activities of the students and who plans and acts as guide for excursions to points of interest in the City and its environs.

The location of the School enables its pupils to avail themselves of the advantages provided by a great City like New York, in art, music and the drama. The student nurse is encouraged under proper direction to utilize every opportunity for culture, at the same time the value of healthy amusement is kept in sight.

Vacation

Vacations are given between the first of May and October. Three weeks yearly are allowed. An adjustment of this time to meet special conditions is sometimes permitted.

Examinations

Examinations, written and oral and practical, will be held during and at the close of the preliminary course and at the termination of each year's course of instruction. The ability to pass these examinations, together with the general character of the student's work and special qualifications, are taken into consideration before entrance upon the next year's work is permitted.

Graduation

When the full term of two years and nine months is completed and the pupils by their conduct and examinations have met the requirements of the School Authorities, the diploma of the School is awarded. Graduation exercises are usually held the last week in April.

Post Graduate Opportunities.

Post graduate courses in the various services are offered to graduates of schools of nursing in connection with general and special hospitals. A limited number of students are also received for courses in the Administrative and the Social Service Departments. Such opportunities, however, are limited and can only be given to students who present evidence of special experience and fitness.

The Bellevue School also admits a large number of pupils from affiliated schools for special experience. It will, therefore, be seen that the scope of work in the School is very broad and that the pupil in training comes in contact during that period with pupils and graduates from schools from all over the world.

There are, approximately, 300 positions for graduate nurses at Bellevue and Allied Hospitals, offering salaries from \$864 per year, with maintenance, upward, according to requirements and responsibilities.

Special Course

Special Course—A four months' course in Public Health Nursing at Teachers' College and Henry Street Settlement is given to third year students who elect to give an additional two months (Bellevue School allowing two months' credit). Such students must meet the College and Henry Street Settlement requirements which are High School graduation and personal fitness for the work.

Alumnae of the School

The Alumnae Association of the School was formed in 1889, to keep the graduates in touch with one another and with the School and to give the young graduates an opportunity of being fittingly introduced into their professional life as nurses and members of the nursing profession.

A club house, recently built and equipped at No. 426 East Twenty-sixth Street for the Bellevue Alumnae by Mrs. William Church Osborn, for many years the President of the Woman's Board, as a memorial to Mrs. William H. Osborn, the first Chairman of the Training School Committee at Bellevue, furnishes a delightful home for graduates of the School. This has been called Osborn Hall. It provides living accommodations for 180 graduates of the School. The Registry is fittingly kept here, while the beautiful assembly hall provides a delightful place for the Alumnae meetings. The café is a most convenient feature.

A Sick Benefit Fund is maintained for the members, and a special fund is now being raised, which will be available in cases of prolonged illness or accident.

The Association has always taken an active interest in all movements and public questions concerning the nursing of the sick and the general welfare of nurses.

It publishes a quarterly magazine, also a yearly report of its work, and maintains a registry for the benefit of the members for both private nursing work and hospital positions. All graduates of the School in good standing are entitled to membership in the Association without formal election.



AN EVENING IN THE RECREATION HALL



A NURSE'S ROOM, NURSES' RESIDENCE

GENERAL SCHEME OF INSTRUCTION

THE COURSE OF INSTRUCTION IS DIVIDED INTO:

A Preliminary term of three months

A Junior term of six months

An Intermediate term of one year

A Senior term of one year

Preliminary Term, Which is Also Probationary

COURSE OF INSTRUCTION:

Ethics

Household Economics; Food Selection; Cookery

Chemistry

Bacteriology

Hygiene

Anatomy and Physiology

Materia Medica—Drugs and Solutions

Nursing Practice and Theory

The instruction in Dietetics, Bacteriology, Chemistry, Anatomy and Physiology, Hygiene and Materia Medica is given by means of classes, recitations, demonstrations and laboratory periods. Instruction in some of these subjects is continued during the Junior term, while Dietetics is continued in the Intermediate and Senior years. Effort is made to relate these subjects to the pupil's work with the patient.

During this period, by means of classes and practical demonstration under a special Instructor, the pupil gradually acquires skill in the practice of nursing procedures and a knowledge of underlying principles before she is entrusted with the actual nursing care of the patient. She is not considered, during this period, as part of the nursing staff, although she may spend from two to six hours per day in the various departments and wards of the Hospital for practice work, as arranged by the Instructor. In order that the pupil may, from the moment of entrance, gain an insight into the administrative work of the Institution, as well as to familiarize her with its resources and purposes, a well defined plan has been adopted, whereby the pupil spends some time in the various Administrative Departments, Admitting Office and Baths, Bureau of Information, Laundry, Social Service, Surgical Supply Rooms and Waste Incinerator—assisting with the work and making such observations as the occasion demands.

Junior Term

INSTRUCTION CONTINUED IN:

Anatomy and Physiology

Materia Medica

Theoretical and Practical Nursing

General Surgery

Urinalysis

SUMMARY—*Junior Year*

Preliminary Course, Sept. 1st to Dec. 1st—Examination, Dec. 1st to 15th. Repeated three times yearly.

Anatomy and Physiology	48	Hours
Elementary Nursing	50	"
Bacteriology	24	"
Hygiene and Sanitation.....	12	"
Materia Medica	14	"
Solutions	10	"
Chemistry	24	"
Dietetics	12	"
Cookery	18	"
Ethics and History of Nursing.....	8	"
Domestic Economy	8	"
Total	228	"

Practical Work—Wards and Departments of Hospital, i. e.,—Surgical Supply Rooms, Laundry, Social Service Departments, etc., 3 Months.

JUNIOR YEAR—*Dec. 15th to June 30th*

Anatomy and Physiology.....	12	Hours
Nursing	18	"
Materia Medica	12	"
Urinalysis	8	"
General Surgical Lectures.....	12	"
Elementary Bandaging	6	"
Total	68	"

Practical Work—Medical and General Surgical Service, Men and Women—Total..... 8 Months.

SUMMARY—*Intermediate Year*

Pathology	12	Hours
Psychology	6	"
Surgical and Operating Technique.....	12	"
Pediatrics	12	"
Orthopedics	4	"
Medical Nursing, including Infectious Dis- eases	16	"
Gynecology	4	"
Bandaging	10	"

Total 76 "

Practical Work—Medical and Surgical serv-
ices continued:

Gynecological ,
Erysipelas
Children's services
Diet Kitchen

Total 11½ Months

SUMMARY—*Senior Year*

History of Nursing	10	Hours
Modern Social Problems		
Opportunities in Nursing		
Obstetrical Nursing	8	"
Obstetrical Lectures	8	"
Mental and Nervous Diseases.....	10	"
Special Senses	4	"
Advanced Dietetics	4	"
Massage	8	"

Total 52 "

Practical Work—Obstetrical Service
Psychopathic Service
Special Services
Operating Rooms

Total 8½ Months

At the beginning of each year some time is spent in the study and consideration of the purely ethical side of nursing. At the commencement of the third year, a course of lectures by the General Superintendent and special lectures is given on subjects of special interest to advanced students of nursing. The History of Nursing and Nursing Organizations, nursing literature and the lives of great teachers and leaders in nursing work is studied. Modern social problems are considered, also the various opportunities for the nurse, such as work in institutions, visiting and tuberculosis nursing, school and other forms of public health work, medical social service, Red Cross and Army nursing, and many other branches, both preventive and alleviating, of nursing work.

HINTS TO CANDIDATES

As Schools of Nursing vary in standing and excellency, it is important that an applicant should consider certain points very carefully before entering a school; otherwise, she may find, after spending from two to three years of hard work that she has not had an evenly balanced course, either in theory or practice, that she is ineligible for registration and for many lines of nursing work, such as Red Cross or Public Health work, for admission to nursing organizations, and has little or no professional standing. The opportunities offered to the graduate nurse, if well prepared, are so varied and interesting and well paid, that too much thought cannot be given to the selection of the school.

POINTS TO CONSIDER:—

Is there a Nurses' Residence-with well equipped class rooms?

A good corps of trained teachers and lecturers?

Is a preliminary course given?

Is the school connected with a hospital offering opportunities for experience in the various types of disease and corrective work?

Prestige of Alumnae.

In those States where registration laws have been passed the good schools are recognized by the Board of Examiners. In New York State they are registered under the Board of Regents. It is, therefore, important in New York State to determine whether a school is "registered."

If in doubt, consult any Member of the State Board of Examiners, or the Editor of the American Journal of Nursing, 19 West Main Street, Rochester, N. Y., or the Department of Education, Albany, N. Y.

If further information is desired, a little booklet, entitled "Opportunities in the Field of Nursing," may be secured from the Department of Nursing and Health, Teachers' College, New York City. Price 10 cents. This gives very full information, as to opportunities, salaries, publications, etc.

It has frequently been said that only those women with exceptional strength should undertake the work of nursing; although good health is required, an individual of average strength need not hesitate to enter the field. The systematic life, regular habits and interest aroused, usually result in developing the physical strength and endurance. No woman, however, should enter the work, unless she is prepared to live up to the rules and regulations and make many sacrifices of her own pleasure. She needs to possess considerable adaptability and consideration for others; otherwise, she fails to make herself an agreeable member of community life, where unselfish devotion to duty and thoughtfulness for others are guiding principles.



